**Clerks Report May 2025**

| Minute | Action Point | Progress |
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| **Minute 17, Full Council,25.10.23** | Parish Clerk to instruct the preferred contractor for the repairs to the Churchyard / cemetery wall. | *Contractor confirmed work will commence w/c 25th November. Delayed due to weather*<br>***Action: Clerk to chase*** |
| **Minute 10, Full Council 27.3.24**<br>**And**<br>**Minute 11, Full Council 23.4.25** | Cllr Khanna to circulate suggestions for Parish Council sign.<br>Passed on to Cllr Huggins. | *Ongoing*<br>*Quotes are being sought for Cllr Bush's design.*<br>*A quote has been obtained; however, further consideration is required.* ***Cllr Huggins*** *will review the wording and logos and bring forward a proposal.* |
| **Minute 11, Full Council 22.5.24** | Clerk to confirm all bank account signatories | *Awaiting confirmation from Santander.* |
| **Minute 6.2 Full Council 18.12.24** | Adoption of a resilience policy and procedure, and establish a working group to oversee and complete the task | *Cllr Ong to form a working group*<br>***Ongoing*** |
| **Minute 6.3 Full Council 18.12.24**<br>**Incorporated with**<br>**Minute 15, Full Council 26.2 25**<br>**Minute 11, Full Council 25.3.25** | Creation of an asset register and the establishment of a working group to oversee and complete the task.<br>Cllr Ong suggested that a standardized management strategy should be in place for all Parish Council assets. Cllr Morgan Suggested forming a working group.<br>*Cllr. Ong proposed a 2-stage approach to asset management.* | ***Cllr Aspray*** *will form a working group to review and progress matters relating to land and property assets over the remainder of the year..*<br>*Councillors agreed to this approach, and in the interim, Cllr Bush offered to prepare a structural document for councillors to review.*<br>*Incorporate with work on asset register.*<br>*Cllr Morgan, Cllr Webb and Cllr Ong will form a working group to discuss further*<br>***Ongoing*** |
| **Minute 8 Full Council 22.1.25** | Resignation of Cllr Khanna. Clerk to advise DC and request councillor vacancy notice. | *Clerk has advertised on Facebook. Posters on noticeboards.*<br>***Ongoing*** |
| **Minute 22, Full Council 26.2.25** | Quotes for noticeboards | *Noticeboards due to be installed.* |
| **Minute 17.2, Full Council 26.3.25** | To discuss an initiative from a resident of Macdonald Place to enhance the frontage | *Clerk to contact Stonewater Housing Association.*<br>*Stonewater have requested further details****. Action****: Cllr Morgan to get in touch.* |
| **Minute 7.2, Full council 23.4.25** | Clerk to invite Vikki Slade MP to PC meeting | Confirmed for September meeting |

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| **Minute 9, Full Council 23.4.25** | To receive a report on the annual review of insurance cover (deferred from F&GP). | Insurance renewed 29.5.25 |
| **Minute 17, Full Council 23.4.25** | Rocket Park refurbishment | Cllr Aspray suggested forming a working group to consider options.<br>Cllr Ong reported that he will be meeting with a resident and former professional skateboarder who has offered to contribute ideas for potential improvements to the skate park |
| **Minute 21 Full Council 23.4.25** | Eldons Pond | Insurers advised. Awaiting further instructions. May 2025 |

**DC Town and Parish Councils workshop 15th May 2025**

**Workshop Summary: Strengthening Collaboration between Dorset Council and Town & Parish Councils**

This workshop was held to explore opportunities for closer collaboration between Dorset Council and Town and Parish Councils. Specifically designed for Clerks, the session included breakout discussions focused on the following key themes:

- The Double Devolution Framework
- Becoming a Better Partner
- Closer Community Working

A consistent message from attendees was the ongoing challenge of poor communication, particularly difficulties in identifying and reaching the appropriate contacts within Dorset Council. There was also considerable frustration over the length of time asset transfers are taking to complete.

Despite these concerns, the majority of Town and Parish Councils expressed a strong interest in taking on additional local services—such as grass cutting—citing confidence that these services would be delivered more reliably at the local level. However, concerns were raised about the financial implications and how such services would be sustainably funded.

DC confirmed a session for councillors will be arranged in due course.

**Allotments Update**

Plot no. 36 has a new tenant which leaves one half plot available.

No one on waiting list.

Due to year-end responsibilities and audit preparation, I am currently behind schedule with the routine allotment inspections.

In the meantime, I have received two complaints from tenants regarding neighbouring plots that appear to be untended. I am also aware of several additional plots that are not being maintained to the expected standard.

I have scheduled a site visit within the next two weeks to assess the situation in full. However, with no one currently on the waiting list, addressing these issues through reallocation is not presently an option. I will continue to monitor the situation and provide an update following the site visit.

**Cemetery Update**
Nothing to report

| Planning Application No | Location | Proposal | PC Decision | Notes | Status |
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| 6/2021/0282 | **Land east of Wareham Road Lytchett Matravers.** | Phased residential development of site for 95 dwellings, new vehicular and pedestrian access onto Wareham Road and other associated works including landscaping and open space. | | Re-opened. Deadline extended to the 15th May 2025. | DC has confirmed that the application has been reassigned to a new case officer, who will review it this week. It is currently delayed due to nutrient neutrality issues.<br>Revised plans are being assessed, and if they address the previous officer's concerns, they will be made public. The PC will be reconsulted if the plans are deemed acceptable. |
| P/FUL/2022/01095 | **Land at Blaneys Corner To the east of Wareham Rd & south of Wimborne Road. Lytchett Matravers** | Erect 25 dwellings (C3 use class), new vehicular and pedestrian access onto Wimborne Road and other associated works including landscaping and open space | **OBJECTION** | | DC confirmed that as they haven't consulted with the parish council at this time they can't provide an extension but if any amended comments are provided by email they will be added to the file and taken into consideration'.<br>They are anticipating carrying out a formal re-consultation with the parish at an appropriate time if and when amendments are made by the applicant to the scheme. |
| P/FUL/2024/02198 | **Rose & Crown, 178 Wareham Road, Lytchett Matravers** | Convert first floor manager's flat into four lettable bedrooms with ensuites | | Parking was raised as a concern as the proposal will take the majority of the car park and push parking on to the road. No Objection but would like | Not determined |

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| | | | | to register concern about the possible overflow of cars parking near a busy junction, due to the parking spaces in the pub car park being used by the B&B guests. | |
| P/VOC/2024/03870 | **Huntick Farm Caravan Park. Huntick Farm Lytchett Matravers BH16 6BB** | Access To Use land to extend existing caravan/tent camping site (with removal of conditions 2,3 & 7 of planning permission 6/84/0743 to remove restriction to 30 caravans, remove restriction to building on site and remove restriction for the stationing of caravans/tents between 1 Nov and 15 March each year) | No objection | | Not determined |
| P/CLE/2024/05068 | **Beaconfield Middle Road Lytchett Matravers** | Five dwellinghouses | Uphold Objection made in January 2024 | | Not determined |
| P/OUT/2025/00803 | Bexington Lime Kiln Road Lytchett Matravers BH16 6EL | Demolition of existing building and re-development of site with two detached houses. | No Objection | The application is in outline form, and detailed matters will be addressed in future applications. The site is within the Settlement Boundary and not a Listed Building, making the proposal acceptable in principle. The development will not impact neighbouring properties or the public realm adversely. Parking provision is adequate, with two spaces for each new house. The Council would like to see the inclusion. | Not determined |
| P/FUL/2025/00148 | Valley View Farm Castle Farm Road Lytchett Matravers BH16 6DA | Erection of a permanent rural workers dwelling, reception building, barn, a building to be used as a learning zone. | Objection | | Not determined |
| P/VOC/2025/01770 | The Cottage Foxhills Road Lytchett | Severance of curtilage, erection of 1 x 4 bedroom detached house. | No Objection | | Granted 19.5.25 |

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| | Matravers Dorset BH16 6BD | | | | |
| P/FUL/2025/02034 | Land Adjacent Hunters Mead Purbeck Road Lytchett Matrave | Sever land and construct new 3-bedroom detached chalet bungalow, with associated access, parking and landscaping. | No Objection | | Not Determined. |
| 6/2021/0282 | Land East of Wareham Road Lytchett Matravers | Phased residential development of site for 95 dwellings, new vehicular and pedestrian access onto Wareham road and other associated works including landscaping and open space. | Objection | The Parish Council consider the proposed development of 95 dwellings on the Wareham Road site contradicts the sustainable planning principles outlined in both the 2017 Neighbourhood Plan and the Purbeck Local Plan. Unlike Flowers Drove and Blaneys Corner, this site is well outside a 10-minute walk from village amenities, making car dependency inevitable. This fails to support local facilities and undermines sustainable transport objectives.<br><br>The layout as submitted is a disconnected cul-de-sac with a single road access onto Wareham Road, posing significant traffic congestion and safety risks, particularly during peak hours. This design disregards connectivity opportunities to the north and northeast, areas also controlled by Wyatts and likely to be included in the Dorset Local Plan. A more integrated layout is essential for safe pedestrian routes, reduced traffic impact, and improved community cohesion.<br><br>We also raise concerns over child safety due to narrow front gardens directly facing busy roads, insufficient play area connectivity, and inadequate traffic calming measures. A Home Zone approach with pedestrian-priority clusters and green corridors should be considered to enhance safety and community interaction.<br><br>This development, as currently designed, does not contribute positively to the | Not determined |

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| | | | | village fabric nor provide a safe, sustainable living environment. Significant layout revisions are necessary to meet planning policies and community expectations. | |